

Administrative - Internal Use Only

4 February 1975

MEMORANDUM FOR: All Staffs/Divisions

SUBJECT: Stenographic Qualifications

1. The Agency qualifications for stenos have been eased slightly. Attached is a memo from the Office of Personnel announcing the new standards.

2. If you have anyone who is not currently qualified and who would like to be tested under the new rules, please let me know and we will arrange for testing.



EO/ICS

25X1

Attachment

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